



UNITED STATES CIVIL SERVICE COMMISSION

IN REPLY PLEASE REFER TO

WASHINGTON, D.C. 20415

AUG 31 1978

YOUR REFERENCE

MEMORANDUM FOR FEDERAL WOMEN'S PROGRAM MANAGERS

From: Diane C. Herrmann, Director
[Signature]
~~Office of the Federal Women's Program~~

Subject: Conference Sponsored by the CSC Task Force on Minority Women

The attached letter was prepared by the CSC Task Force on Minority Women and explains plans for a conference, October 18-19, 1978. The conference, entitled "Women and the Federal Service: Beyond the Crossroads," is designed to inform leaders of national women's groups and organizations about Federal employment opportunities for women and to strengthen our communication as FWPM's with these organizations.

In order to ensure maximum interaction between women's groups and FWP Managers, I urge each of you to attend the conference. Ms. Nan Brown, Chair, Task Force on Minority Women, and her task force members have worked very hard to assure a successful conference. Your attendance will add to the success of that conference.

Copies of the agenda are enclosed as well as information regarding registration.

See you there!

Attachments



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August 25, 1978

The U.S. Civil Service Commission's Interagency Task Force on Minority Women is sponsoring a conference for leaders of national women's groups and organizations, October 18-19, 1978, in Washington, D.C. The conference, "Women and the Federal Service: Beyond the Crossroads," will be held in the auditorium of the Main Building of the Department of the Interior, 18th & C Streets, N.W., Washington, D.C.

You and representatives from your organization are invited to participate in this important effort to inform you about employment and career opportunities in the Civil Service.

The objectives of the conference are threefold:

- 1) to communicate the Federal Government's commitment to opportunities for the employment and advancement of all women, especially minority women;
- 2) to strengthen communication between women's organizations and women in the Federal Service; and
- 3) to provide information about:
 - a) the status of minority women in the Federal Government,
 - b) special programs for the recruitment of women, and
 - c) non-traditional job opportunities.

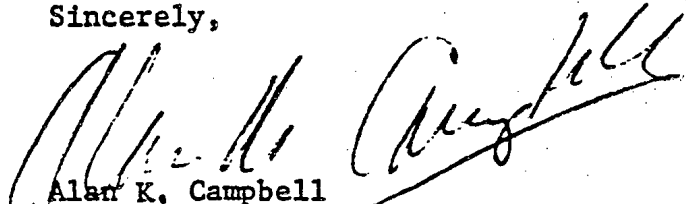
A series of workshops will deal with career opportunities for women in management and administration, science and engineering, health, law, communications, education, trades and crafts, and technical and clerical positions.

Enclosed are copies of the agenda and details concerning registration and lodging.

If you plan to attend please make your reservations with the hotel of your choice at your earliest convenience. Please return the enclosed pre-registration form by September 30, 1978, to Ms. Nan M. Brown, Main Interior Building, Room 1042, Washington, D.C. 20240. If you have any questions, you may write Ms. Brown or call Dr. Doris McCrosson on FTS 275-5342/-5304 or commercial (202) 275-5242/-5304.

I look forward to welcoming you and the representatives of your organization at the Seminar.

Sincerely,



Alan K. Campbell
Chairman

Enclosures

**MINORITY WOMEN'S INTERAGENCY TASK FORCE, CSC
SEMINAR FOR NATIONAL WOMEN'S GROUPS & ORGANIZATIONS**

A G E N D A

WEDNESDAY, OCTOBER 18, 1978

8:00 a.m.	REGISTRATION	
9:00 a.m.	PLENARY SESSION - PURPOSE OF CONFERENCE - INTRODUCTION	NAN M. BROWN, CHAIR MINORITY WOMEN'S TASK FORCE, CSC
	WELCOME	HONORABLE CECIL D. ANDRUS SECRETARY OF THE INTERIOR
9:15 a.m.	OVERVIEW OF FEDERAL WOMEN'S PROGRAM - INTRODUCTION	DIANE HERRMANN, DIRECTOR FEDERAL WOMEN'S PROGRAM, CSC
9:30 a.m.	KEYNOTE ADDRESS	HONORABLE ALAN K. CAMPBELL COMMISSIONER, CSC
10:00 a.m.	B R E A K	
10:15 a.m.	SPECIAL RECRUITMENT PROGRAMS	PANEL, CSC
11:30 a.m.	L U N C H	
1:00 p.m.	WORKSHOPS - WOMEN IN:	
	- Management & Administration	
	- Science & Engineering	
	- Health Careers	
	- Law & Applied Professions	
3:00 p.m.	REPORTS & RECOMMENDATIONS (GENERAL SESSION)	JEANNE RANDALL, 2nd VICE CHAIR MINORITY WOMEN'S TASK FORCE, CSC
4:00-6:00 p.m.	RECEPTION/CASH BAR	

MINORITY WOMEN'S INTERAGENCY TASK FORCE, CSC
SEMINAR FOR NATIONAL WOMEN'S GROUPS & ORGANIZATIONS

A G E N D A

THURSDAY, OCTOBER 19, 1978

9:00 a.m.	REVIEW	NAN M. BROWN, CHAIR MINORITY WOMEN'S TASK FORCE, CSC
9:20 a.m.	INTRODUCTION	DIANE HERRMANN, DIRECTOR FEDERAL WOMEN'S PROGRAM, CSC
9:30 a.m.	SPECIAL ADDRESS	HONORABLE ERSA POSTON COMMISSIONER, CSC
10:00 a.m.	B R E A K	
10:15 p.m.	WORKSHOPS - WOMEN IN:	
	- Communications	
	- Education	
	- Trades & Crafts	
	- Technical & Clerical Careers	
12:15 p.m.	L U N C H	
1:45 p.m.	REPORTS & RECOMMENDATIONS (GENERAL SESSION)	ANA ORTIZ, 1st VICE CHAIR MINORITY WOMEN'S TASK FORCE, CSC
2:30 p.m.	OPEN DIALOGUE	PANEL/PARTICIPANTS
3:30 p.m.	WRAP-UP/CLOSING REMARKS	NAN M. BROWN, CHAIR MINORITY WOMEN'S TASK FORCE, CSC

MINORITY WOMEN'S INTERAGENCY TASK FORCE, CSC
SEMINAR FOR NATIONAL WOMEN'S GROUPS & ORGANIZATIONS

OCTOBER 18 & 19, 1978

PRE-REGISTRATION FORM

NAME _____

HOME ADDRESS _____ TELEPHONE _____

ORGANIZATION _____

ADDRESS _____ TELEPHONE _____

POSITION HELD IN ORGANIZATION _____

WILL BE ATTENDING BOTH DAYS YES NO

WILL BE COMING FROM OUT OF TOWN YES NO

☐ WORKSHOP PREFERENCE - OCTOBER 18, 1978

MANAGEMENT & ADMINISTRATION
SCIENCE & ENGINEERING
HEALTH CAREERS
LAW & APPLIED PROFESSIONS

OCTOBER 19, 1978

COMMUNICATION
EDUCATION
TRADES & CRAFTS
TECHNICAL & CLERICAL CAREERS

PLEASE RETURN THIS FORM BY SEPTEMBER 30, 1978 TO:

NAN M. BROWN, CHAIR
MINORITY WOMEN'S TASK FORCE
ROOM 1042
18th & C Sts., N.W.
DEPARTMENT OF THE INTERIOR
WASHINGTON, D.C. 20240